

# **TENDER DOCUMENT**

**For**

**Disposal of Old Newspapers and Magazines of NISE, Gurugram.**



**NIT NO: 04/24(07)/2016/NISE- Admin**

**Tender Closing Date: 20/04/2017 (Thursday); 12 Noon**

**at**

**NATIONAL INSTITUTE OF SOLAR ENERGY  
Gurugram -Faridabad Road, Gwal Pahari,  
Gurugram – 122 003, Haryana**

**Phone No. : +91-124-285 3067**

# National Institute of Solar Energy

Gurugram Faridabad Road, Gawal Pahari,  
Gurugram- 122 003, Haryana

## TENDER NOTICE

**Subject:** Notice Inviting Tender for Disposal of Old Newspapers and Magazines at National Institute of Solar Energy, Gurugram.

On behalf Office of Director General, National Institute of Solar Energy, Gurugram, sealed tenders are invited from reputed agencies / Kabbadi wallas / Scrap Holders for Disposal of Old Newspapers and Magazines at National Institute of Solar Energy, Gurugram - Faridabad Road, Gwal Pahari, Gurugram – 122 003, Haryana. The important dates and information are given in the table below:

### Tender Details

SI.No.	Description	Details
1	Notice Inviting Bid (NIT) No	<b><u>04/24(07)/2016/NISE- Admin</u></b>
2	Inviting Tender for	Disposal of Old Newspapers and Magazines of NISE, Gurugram.
4	Place of issue & submission of bid document and address for communication The Envelop should be super scribed as Tender for “Disposal of Old Newspapers and Magazines of NISE, Gurugram ”	<b>National Institute of Solar Energy</b> Gurugram Faridabad Road, Gwal Pahari Gurugram – 122 003, Haryana +91 124 285 3067
5	Availability of Tender Document	The Tender document can be downloaded from NISE website: <a href="http://www.nise.res.in">www.nise.res.in</a>
6	Last date & time of submission of bid	<b>20/04/2017 at 12.00 Noon</b>
7	Bid Opening Date and Time	<b>20/04/2017 at 02.00 PM</b>

## DETAILED TENDER NOTICE

1. National Institute of Solar Energy, Gurugram intends to Dispose off Old Newspapers and Magazines on “as is and where is” basis.
2. Interested parties may submit their price quotations in the prescribed format on or before 20, April, 2017 (Thursday); 1200 Noon indicating their rate per kilogram for each category of the item proposed for disposal.
3. The quotations should be submitted in the attached bid form duly signed by the bidder.
4. With prior intimation to the Librarian, Interested parties may visit the Library between **7<sup>th</sup> April 2017 to 19<sup>th</sup> April 2017**. Library Land Line phone number +91 124 285 3067 (Direct).
5. The physical inspection is permissible during office hours only i.e., between 11 AM and 4 PM.
6. Bidders are advised to inspect the stock of Old Newspapers and Magazines before submitting their quotation.
7. Bids will be opened on Thursday 20<sup>th</sup> April 2017, 2.00 PM., in the presence of the bidders who choose to be present.
8. The Bids should be addressed to **The Director General, National Institute of Solar Energy (NISE), Surya Bhawan, Gurugram – Faridabad Road; Gwal Pahari, Gurugram – 122 003, Haryana** and on top of the envelope it should be clearly indicated that “**Price Quotation for Old Newspapers and Magazine of NISE, Gurugram– due date of opening Thursday 20<sup>th</sup> April 2017**” Quotations may be sent to us, either by Post or by Hand delivery.
9. **The quotation should be submitted in the letter head of the bidder**
10. The bidders are requested to submit an EMD (Earnest Money Deposit) of **Rs. 1,000/-** (Rupees One Thousand Only) by way of Demand Draft / Bankers Cheque in the favor of “National Institute of Solar Energy” payable at Gurugram. Bids submitted without EMD shall not be considered.
11. The successful bidder shall bring his / her own suitably calibrated weighing machine to weigh the old newspapers, magazines etc., shall be done in the presence of NISE representatives. If found necessary our own weighing

machine will be used for weighing.

12. The entire lot of Old Newspapers and Magazines shall have to be lifted within 02 days i.e., on or before 22<sup>nd</sup> April 2017. Before lifting the items, the successful bidder shall have to deposit the entire sale proceeds into NISE by way of online transfer or by way of demand draft / Bankers cheque only. Any other mode of payment will not be accepted. It may be noted that the successful bidder shall adjust his / her EMD amount and pay the remaining amount.
13. The sale will be on “as is where is” basis. Items once sold are not returnable under any circumstances.
14. The EMDs of unsuccessful bidders shall be returned upon exaction of the above contract.
15. All packing, loading and unloading of items sold will have to done by the successful bidder at his/her own cost.

**Director General  
NISE**



**NIT NO: 04/24(07)/2016/NISE- Admin**

**Price Bid Form**

The Director General  
National Institute of Solar Energy (NISE)  
Surya Bhawan,  
Gurugram – Faridabad Road  
Gwal Pahari  
Gurugram – 122 003, Haryana

**Sub: Tender for Disposal of Old Newspapers and Magazine.**

Name of the Item	Rate quoted Rs per Kg	
	In Figures	In Words
Newspaper		
Magazines		

**Signature of the bidder** : \_\_\_\_\_

**Name of the bidder** :

**Address** :

**Mobile No.** :

Place:

Dare: